



STATE OF WEST VIRGINIA
TRAVEL EXPENSE ACCOUNT SETTLEMENT

Name: Nicolas H. Diehl	Title: Manager, Business Retention & Expansion	FIMS Vendor No: 135380
Address [REDACTED]		
City [REDACTED]	Headqu [REDACTED]	Normal Work Hours: 8:30 am to 5:00 pm
Department [REDACTED]	Business and Industrial Development Section:	

Purpose of Travel: 7/3 travel home from Greenbrier Classic; 7/7 meeting with Mineral Co. EDA, site visit; 7/8 meeting with KSI about industrial project; 7/9 visit to Randox, meeting with Doug Bramblett; 7/13 visit to APUS, Region IX meeting; 7/14 visit to AMS, Dalb, Royal, OX Paperboard; 7/15 Ranson Green site visits, visit to MAAK; 7/16 meeting w Dave Ranck; 7/17 visit to Summit Point

DATE	TIME	CITY/STATE	MILES	AMOUNT	AIR	CAR RENTAL	MEALS	LODGING	OTHER	TOTAL
7/3/15		White Sulphur Springs to Martinsburg	216	*124.20						124.20
7/7/15		Martinsburg to Mineral County and return	206	*65.22						65.22
7/8/15		Martinsburg to Hardy Co and return	174	*61.51					\$46.72	61.51 108.23
7/9/15		Martinsburg to Jefferson County and return	48	*27.60						27.60
7/13/15		Martinsburg to Jefferson County and return	52	*29.90						29.90
7/14/15		Martinsburg to Jefferson County and return	72	*41.40						41.40
7/15/15		Martinsburg to Jefferson County and return	54	*31.05						31.05
7/16/15		Martinsburg to area meeting and return	12	*6.90					\$51.47	6.90 53.57
7/17/15		Martinsburg to Jefferson County and return	56	*32.20						32.20
*Maximum reimbursement allowed. Please refer to attached mileage calculator			890	419.98					\$98.39	419.98 518.37

AGENCY ACCOUNTING INFORMATION						Less Cash Advance (WVFIMS ID# _____)				
Fund	Area	Org	Object	Sub Obj	Amount	<input checked="" type="checkbox"/> Due Employee	<input type="checkbox"/> Due State	518.37		
0256								65		

Traveler must attach copies of direct billed receipts or invoices, i.e., airline, registration, lodging, etc.

OTHER EXPENSES		
DATE	ITEMS	AMOUNT
7/8/15	Guest Meal	\$46.72
7/16/15	Guest Meals	\$51.67

EXPENSES DIRECT-BILLED TO THE STATE	
DATE	ITEM AND VENDOR

I certify that these costs incurred were in connection with my assigned duties, are true, accurate and actual, and do not reflect any costs or expenses reimbursed or to be reimbursed from any other source.

I certify that I have personally examined and approved this Travel Expense Account Settlement. The terms of expense are reasonable and correspond to the assigned duties of the traveler. The terms of expense further meet all State of West Virginia Travel Regulations and are within the budget of this spending unit.

Traveler's Signature

Date

7-20-15

Approval Supervisor/Department Head

Date

Approval Agency Head/Designee

Date

7/27/15

Name: Nic Diehl

West Virginia Purchasing Division's

Vehicle Rental versus Reimbursement Calculator

Input Variables	
Total Miles to be Traveled	216
Total Days in Trip	6
Car Rental Rate (Daily, Weekly)	\$ 34.41
Cost of Gasoline per Gallon	\$ 3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28

Calculated Results	
Own Car Cost	
Mileage	\$ 124.20
Rental Car Cost	
Rental	\$ 206.46
Refueling	\$ 25.07
Total	\$ 231.53



Input variables
here

Which is
most cost
effective?

Vehicle Selection		Hertz Rates			
		MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70	
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20	
Fullsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10	
Luxury (A4, 3-Series, C-Class)	26 MPG	\$79.00	\$434.49	\$1,692.90	
Hybrid (Prius, Accord)	40 MPG	\$39.00	\$269.50	\$1,050.00	
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$59.00	\$324.52	\$1,264.20	
Large SUVs (Suburban, Tahoe)	16 MPG	\$79.00	\$434.49	\$1,692.90	
Small Pick-Up (Ranger, Dakota)	20 MPG	\$79.00	\$434.49	\$1,692.90	
Trucks (Silverado, F-150)	18 MPG	\$99.00	\$544.53	\$2,121.30	
Minivans (Caravan, Windstar)	25 MPG	\$54.00	\$324.52	\$1,264.20	
12-Passenger Van (Ford & Chevys)	14 MPG	\$74.00	\$434.49	\$1,692.90	

Enterprise/National Rates

Vehicle Selection		Enterprise/National Rates			
		MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$30.09	\$150.45	\$601.80	
Intermediate (Cobalt, Corolla)	32 MPG	\$31.92	\$159.60	\$638.40	
Fullsize (Impala, Camry)	28 MPG	\$34.41	\$172.05	\$688.20	
Luxury (A4, 3-Series, C-Class)	26 MPG	\$57.00	\$285.00	\$1,140.00	
Hybrid (Prius, Accord)	40 MPG	\$45.54	\$227.70	\$910.80	
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$50.60	\$253.00	\$1,012.00	
Large SUVs (Suburban, Tahoe)	16 MPG	\$81.36	\$406.80	\$1,627.20	
Small Pick-Up (Ranger, Dakota)	20 MPG	\$47.00	\$235.00	\$940.00	
Trucks (Silverado, F-150)	18 MPG	\$51.00	\$255.00	\$1,020.00	
Minivans (Caravan, Windstar)	25 MPG	\$51.65	\$258.25	\$1,033.00	
12-Passenger Van (Ford & Chevys)	14 MPG	\$97.00	\$485.00	\$1,940.00	

Terms of use: The purpose of the Mileage
Calculator is to facilitate comparison and
discussion. It is not a verified decision-
support system and may not always yield
accurate results.

Revised August 16, 2012
Updated August 16, 2012

** There may be additional costs associated with car rentals that could affect your decision. For a list of these costs and their conditions, please refer to
the most recent version of the RENTAL statewide contract, located on the West Virginia Purchasing Division's website.

WV Gas Prices

Name: Nic Diehl

West Virginia Purchasing Division's

Date: 7/7/15



Input Variables	2016
Total Miles to be Traveled	1
Total Days in Trip	\$ 41.31
Cost of Gasoline per Gallon	\$ 3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28

Calculator Results	
Own Car Cost	\$ 118.45
Rental Car Cost	\$ 41.31
Rental	\$ 23.91
Refueling	\$ 65.22
Total	\$ 65.22

Input variables here

Which is most cost effective?

WV Gas Prices

Hertz Rates					
Vehicle Selection	MPGs	Daily	Weekly	Monthly	
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70	
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20	
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Enterprise/National Rates					
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Revised August 16, 2012
Updated August 16, 2012

* 6.90 is added to rental price to reflect mileage to and from Car Rental.
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Name: Nic Diehl

West Virginia Purchasing Division's

Date: 7/8/15



INPUT		OUTPUT
Total Miles to be Traveled	174	
Total Days in Trip	1	
Car Rental Rate (Daily, Weekly)	\$ 41.31	
Cost of Gasoline per Gallon	\$ 3.25	
Mileage Reimbursement Rate	\$ 0.575	
Rental Car Gas Mileage (MPG)	28	
CALCULATED RESULTS		
<u>Own Car Cost</u>		
Mileage	\$ 100.05	
<u>Rental Car Cost</u>		
Rental	\$ 41.31	
Refueling	20.20	
Total	\$ 61.51	

Input variables here

Which is most cost effective?

WV Gas Prices

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Updated August 16, 2012

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Vehicle Comparison Chart					
Hertz Rates					
Vehicle Selection	MPGs	Daily	Weekly	Monthly	
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70	
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20	
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Enterprise/National Rates					
Vehicle Selection	MPGs	Daily	Weekly	Monthly	
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WEST VIRGINIA DEVELOPMENT OFFICE

(ALL EXPENSES MUST BE ITEMIZED)

DATE: 7/8/15

MEALS:

AMOUNT:

**Guests
(Confidential prospect)**

\$46.72

**Employee
Nicolas Diehl - WVDO**

Original document on file at the West Virginia Development Office

OTHER:

PURPOSE: Expansion Discussion

STATE OF West Virginia COUNTY OF Berkeley, to wit:

I, the undersigned, do solemnly swear that the above expense account is just, accurate, and true and is claimed for cash expense expended for the purpose named in this statement.

Signature

CHESAPEAKE CRAB CO.
1014 WINCHESTER AVE.
MARTINSBURG, WV. 25401
(304)-262-0077

Date: 07/08/2015 06:48PM
Card Type: XXXXXXXXXX
Acct Num: XXXXXXXXXX
Exp Date: MM/YY
Customer: DIEHL/NICOLAS
Card Entry: SWIPED
Trans Type: PURCHASE
Auth Code: 04264Z
Check: 2524
Table: 8-1
Server: 10048 SKYLAR
Ref Number: 518910002213

Amount: \$37.72

Tip 7.00
Total 46.72

Signature [Signature]

Please sign and total 1 copy
and leave with server

Thank You, please visit us again soon!

CHESAPEAKE CRAB CO.
1014 WINCHESTER AVE.
MARTINSBURG, WV. 25401
(304)-262-0077

10048 SKYLAR

Check: 2524 Guests: 2
Table: 8-1
07/08/2015 05:56PM

DINE IN		
1	FRIED CAPT SAMPLER CUCS/ONION	18.00
1	FRIED SHRIMP COLE SLAW	12.00
1	NUGGETS	3.00
1	UNSWT TEA	2.25
1	WATER	0.00
SUBTOTAL		35.25
Tax		2.47
TOTAL DUE		\$37.72

THANKS FOR EATING AT
CHESAPEAKE CRAB CO.
HOPE TO SEE YOU SOON

[Signature]

Name: Nic Diehl

West Virginia Purchasing Division's

Date: 7/9/15



INPUTS	
Total Miles to be Traveled	48
Total Days in Trip	1
Car Rental Rate (Daily, Weekly)	\$ 41.31
Cost of Gasoline per Gallon	\$ 3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28
RESULTS	
Own Car Cost	
Mileage	\$ 27.60
Rental Car Cost	
Rental	\$ 41.31
Refueling	\$ 5.57
Total	\$ 46.88

WV Gas Prices	
Compact	\$30.09
Intermediate (Cobalt, Corolla)	\$31.92
Fulsize (Impala, Camry)	\$34.41
Luxury (A4, 3-Series, C-Class)	\$34.41
Hybrid (Prius, Accord)	\$37.00
Medium SUVs (Explorer, Trailblazer)	\$39.00
Large SUVs (Suburban, Tahoe)	\$41.92
Small Pick-Up (Ranger, Dakota)	\$43.49
Trucks (Silverado, F-150)	\$43.49
Minivans (Caravan, Windstar)	\$44.53
12-Passenger Van (Ford & Chevys)	\$44.53

Input variables
here

Which is
most cost
effective?

Vehicle Selection						Hertz Rates			
	MPGs	Daily	Weekly	Monthly		MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70					
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20					
Fulsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10					
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Minivans (Caravan, Windstar)	25 MPG	\$54.00	\$324.52	\$1,264.20					
12-Passenger Van (Ford & Chevys)	14 MPG	\$74.00	\$434.49	\$1,692.90					

Enterprise/National Rates

Vehicle Selection		Enterprise/National Rates		
	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$30.09	\$150.45	\$601.80
Intermediate (Cobalt, Corolla)	32 MPG	\$31.92	\$159.60	\$638.40
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Revised August 16, 2012

Updated August 16, 2012

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Name: Nic Diehl

West Virginia Purchasing Division's

Date: 7/13/15



Input Variables	
Total Miles to be Traveled	52
Total Days in Trip	1
Car Rental Rate (Daily, Weekly)	\$ 41.31
Cost of Gasoline per Gallon	\$ 3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28

Calculated Results	
Own Car Cost	\$ 29.90
Mileage	
Rental Car Cost	\$ 41.31
Rental	\$ 6.04
Refueling	
Total	\$ 47.35

Input variables
here

Which is
most cost
effective?

Vehicle Options Reference Chart					
Hertz Rates					
Vehicle Selection	MPCGs	Daily	Weekly	Monthly	
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70	
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20	
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WV Gas Prices

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Name: Nic Diehl

West Virginia Purchasing Division's

Date: 7/14/15



Input Variables		72
Total Miles to be Travelled		
Total Days in Trip	1	
Cost of Gasoline per Gallon	\$ 3.25	
Mileage Reimbursement Rate	\$ 0.575	
Rental Car Gas Mileage (MPG)	28	

Car Rental Cost	
Mileage	\$ 41.40
Rental Car Cost	
Rental	\$ 41.31
Refueling	8.36
Total	\$ 49.67

WV Gas Prices

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Enterprise/National Rates

Vehicle Selection	MPGs	Daily	Weekly	Monthly
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Which is most cost effective?

Vehicle Comparison Rates and Chart																																																																
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Revised August 16, 2012
Updated August 16, 2012

* 6.90 is added to rental price to reflect mileage to and from Car Rental.
** There may be additional costs associated with car rentals that could affect your decision. For a list of these costs and their conditions, please refer to the most recent version of the CRENTAL statewide contract, located on the West Virginia Purchasing Division's website.

Name: Nic Diehl

West Virginia Purchasing Division's

Date: 7/15/15



Trip Miles	
Total Miles to be Traveled	54
Total Days in Trip	1
Car Rental Rate (Daily, Weekly)	\$ 41.31
Cost of Gasoline per Gallon	\$ 3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28
Own Car Cost	\$ 31.05
Rental Car Cost*	\$ 41.31
Rental	6.27
Refueling	
Total	\$ 47.58

Input variables here

Which is most cost effective?

Hertz Rates					
Vehicle Selection	MPGs	Daily	Weekly	Monthly	
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70	
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20	
Fullsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10	
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Minivans (Caravan, Windstar)	25 MPG	\$54.00	\$324.52	\$1,264.20	
12-Passenger Van (Ford & Chevys)	14 MPG	\$74.00	\$434.49	\$1,692.90	

Enterprise/National Rates					
Vehicle Selection	MPGs	Daily	Weekly	Monthly	
Compacts (Neon, Aveo, Echo)	35 MPG	\$30.09	\$150.45	\$601.80	
Intermediate (Cobalt, Corolla)	32 MPG	\$31.92	\$159.60	\$638.40	
Fullsize (Impala, Camry)	28 MPG	\$34.41	\$172.05	\$688.20	
Luxury (A4, 3-Series, C-Class)	26 MPG	\$57.00	\$285.00	\$1,140.00	
Hybrid (Prius, Accord)	40 MPG	\$45.54	\$227.70	\$910.80	
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$50.60	\$253.00	\$1,012.00	
Large SUVs (Suburban, Tahoe)	16 MPG	\$81.36	\$406.80	\$1,627.20	
Small Pick-Up (Ranger, Dakota)	20 MPG	\$47.00	\$235.00	\$940.00	
Trucks (Silverado, F-150)	18 MPG	\$51.00	\$255.00	\$1,020.00	
Minivans (Caravan, Windstar)	25 MPG	\$51.65	\$258.25	\$1,033.00	
12-Passenger Van (Ford & Chevys)	14 MPG	\$97.00	\$485.00	\$1,940.00	

Terms of use: The purpose of the Mileage Calculator is to facilitate comparison and discussion. It is not a verified decision-support system and may not always yield accurate results.

Revised August 16, 2012
Updated August 16, 2012

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Name: Nic Diehl

West Virginia Purchasing Division's

Date: 7/16/15



INPUT Variables		CALCULATED RESULTS	
Total Miles to be Traveled	12		
Total Days in Trip	1		
Car Rental Rate (Daily, Weekly)	\$ 41.31		
Cost of Gasoline per Gallon	\$ 3.25		
Mileage Reimbursement Rate	\$ 0.575		
Rental Car Gas Mileage (MPG)	28		
		Input variables here	
<u>Own Car Cost:</u>			
Mileage	\$ 6.90		
<u>Rental Car Cost:</u>			
Rental	\$ 41.31		
Refueling	1.39		
Total	\$ 42.70		

Which is most cost effective?

WV Gas Prices

Enterprise/National Rates

Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20
Fulsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10
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Revised August 16, 2012
Updated August 16, 2012

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WEST VIRGINIA DEVELOPMENT OFFICE

(ALL EXPENSES MUST BE ITEMIZED)

DATE: 7/16/15

MEALS:

AMOUNT:

Guests (Confidential prospect)	\$51.67
Employee Nicolas Diehl - WVDO	

Original document on file at the West Virginia Development Office

OTHER:

PURPOSE: Expansion Discussion

=====
STATE OF West Virginia **COUNTY OF** Berkeley, to wit:

I, the undersigned, do solemnly swear that the above expense account is just, accurate, and true and is claimed for cash expense expended for the purpose named in this statement.


Signature

Server Position	P	Diamond	Square	Triangle	Circle
Date	Table	Guests	Server	SERVE CLOCKWISE - LEFT TO RIGHT	
7/16		2.	4		20836
<u>APPT-SOUP/SAL-ENTREE-VEG/POT-DESSERT-BEV</u>					
	W.		W.		
- Spin. Salad.				5.99	
- Salis. Steak (cup + grl.)				7.99	
CB.					
				Tax	
Thank You				Total	

SERVE CLOCKWISE - LEFT TO RIGHT				
Date	Table	Guests	Server	
7-14-14	4	4	4	20834
APPT-SOUP/SAL-ENTREE-VEG/POT-DESSERT-BEV				
USE 1/2, 1/2, CO.				1.99
Rueben				7.99
				1.25
① Classic				8.99
				.50
Classic				7.99
CLASSIC w/cheddar bacon Mayo				7.99
Thank You			Total	

MRS MCCRACKENS DINER
170 LUTZ AVE
MARTINSBURG WV 25404
681-260-6454

Terminal ID: 01408999 8629

7/16/15 1:21 PM

SERVER #: 4

CREDIT SALE

UID: 519741878380 REF #: 1437
BATCH #: 068 AUTH #: 003012

AMOUNT	\$41.67
TIP	\$ 10 00
TOTAL	\$ 51.67

APPROVED

CUSTOMER COPY

Name: Nic Diehl

West Virginia Purchasing Division's

Date: 7/17/15



WV Gas Prices	
Total Miles to be Traveled	56
Total Days in Trip	1
Car Rental Rate (Daily, V'sectly)	\$ 41.31
Cost of Gasoline per Gallon	3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28
CAR RENTAL COSTS	
Own Car Cost:	
Mileage	\$ 32.20
Rental Car Costs:	
Rental	\$ 41.31
Refueling	6.50
Total	\$ 47.81

Input variables
here

Which is
most cost
effective?

WV Gas Prices

Enterprise/National Rates

Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20
Fullsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10
Luxury (A4, 3-Series, C-Class)	26 MPG	\$79.00	\$434.49	\$1,692.90
Hybrid (Prius, Accord)	40 MPG	\$39.00	\$269.50	\$1,050.00
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$59.00	\$324.52	\$1,264.20
Large SUVs (Suburban, Tahoe)	16 MPG	\$79.00	\$434.49	\$1,692.90
Small Pick-Up (Ranger, Dakota)	20 MPG	\$79.00	\$434.49	\$1,692.90
Trucks (Silverado, F-150)	18 MPG	\$99.00	\$544.53	\$2,121.30
Minivans (Caravan, Windstar)	25 MPG	\$54.00	\$324.52	\$1,264.20
12-Passenger Van (Ford & Chevys)	14 MPG	\$74.00	\$434.49	\$1,692.90

Hertz Rates

Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70
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Revised August 16, 2012
Updated August 16, 2012

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**STATE OF WEST VIRGINIA
TRAVEL EXPENSE ACCOUNT SETTLEMENT**

Name: Tiffany Ellis-Williams		Title: Manager, National Accounts	FIMS Vendor No: 144314
Address: [REDACTED]			
City/State: [REDACTED]		Headquarters: Charleston	Normal Work Hours: 8 a.m. - 4 p.m.
Department: WVDO	Division: Business & Industrial Development	Section: Marketing	
Purpose of Travel: Attended the 2015 The Greenbrier Classic.			

DATE	TIME	CITY/STATE	MILES	AMOUNT	AIR	CAR RENTAL	MEALS	LODGING	OTHER*	TOTAL
6/28/15	Lv: 8 am	Charleston Office to White Sulphur Springs	120	\$56.40					\$4.00	\$60.40
6/29/15		White Sulphur Springs								
6/30/15		White Sulphur Springs								
7/1/15		White Sulphur Springs								
7/2/15	Rtn: 6 pm	White Sulphur Springs and return	120	\$68.40					\$4.00	\$72.40
TOTAL			240	\$124.80					\$8.00	\$132.80

AGENCY ACCOUNTING INFORMATION

Fund	Area	Org	Object	Sub Obj	Amount
0256					

Less Cash Advance (WVFIMS ID# _____)

Due Employee Due State \$132.80

Traveler must attach copies of direct billed receipts or invoices, i.e., airline, registration, lodging, etc.

OTHER EXPENSES		
DATE	ITEMS	AMOUNT
6/28/15	Turnpike Tolls	\$4.00
7/2/15	Turnpike Tolls	\$4.00

I certify that these costs incurred were in connection with my assigned duties, are true, accurate and actual, and do not reflect any costs or expenses reimbursed or to be reimbursed from any other source.


7/27/15
Traveler's Signature Date

EXPENSES DIRECT BILLED TO THE STATE	
DATE	ITEM AND VENDOR
	See Mileage Calculator Form

I certify that I have personally examined and approved this Travel Expense Account Settlement. The terms of expense are reasonable and correspond to the assigned duties of the traveler. The terms of expense further meet all State of West Virginia Travel Regulations and are within the budget of this spending unit.


7/27/15
Approval Agency Head/Designee Date



**STATE OF WEST VIRGINIA
TRAVEL EXPENSE ACCOUNT SETTLEMENT**

5284

Name: Sean Hill	Title: Manager, National Accounts	FIMS Vendor No: 154227
Address: [REDACTED]		
City/State: [REDACTED]	Headquarters: Charleston	Normal Work Hours: 8:30 a.m. – 5 p.m.
Department: WVDO	Division: Business & Industrial Development	Section:
Purpose of Travel: Attended the 2015 The Greenbrier Classic.		

DATE	TIME	CITY/STATE	MILES	AMOUNT	CAR RENTAL	MEALS	LODGING	OTHER*	TOTAL	
6/28/15	Lv: 8 am	Charleston Office to White Sulphur Springs	120	\$56.40				\$4.00	\$60.40	
6/29/15		White Sulphur Springs								
6/30/15		White Sulphur Springs								
7/1/15		White Sulphur Springs								
7/2/15		White Sulphur Springs								
7/3/15		White Sulphur Springs								
7/4/15	Rtn: 6 pm	White Sulphur Springs and return	120	69.00 \$68.40-				\$4.00	-\$72.40 73.80	
			240	\$124.80-				\$8.00	\$132.80	
				125.40						
TOTAL										
Fund	Area	Org	Object	Sub Obj	Amount	<input checked="" type="checkbox"/> Due Employee	<input type="checkbox"/> Due State		3132.80	
0256										

Traveler must attach copies of direct billed receipts or
Invoices, i.e., airline, registration, lodging, etc.

133.40

*OTHER EXPENSES		
DATE	ITEMS	AMOUNT
6/28/15	Turnpike Tolls	\$4.00
7/4/15	Turnpike Tolls	\$4.00

I certify that these costs incurred were in connection with my assigned duties, are true, accurate and actual, and do not reflect any costs or expenses reimbursed or to be reimbursed from any other source.

Traveler's Signature

7-20-15
Date

EXPENSES DIRECT BILLED TO THE STATE	
DATE	ITEM AND VENDOR
	See Mileage Calculator Form

I certify that I have personally examined and approved this Travel Expense Account Settlement. The terms of expense are reasonable and correspond to the assigned duties of the traveler. The terms of expense further meet all State of West Virginia Travel Regulations and are within the budget of this spending unit.

Approval Agency Head/Designee

7/27/15
Date

West Virginia Development Office
Cost Comparison for Using a Personal Vehicle Versus a Rental Vehicle

A Blue Box Indicates You are to Enter Data.

By placing an "X" in the box to the right, I certify that a WVDO fleet vehicle is not available for use during this trip, making it necessary to determine appropriate transportation arrangements.

X

Name	Sean Hill
Date(s) of Travel	6/28-7/4/15

Basic Trip Information

Total Miles to be Traveled	240
Mileage Reimbursement Rate	\$0.470
Total Mileage Calculation	\$112.80

Rental Vehicle Information

Total Days of Trip	5
Car Rental Cost (Daily, Weekly)	\$32.33
Rental Car Gas Mileage (MPG)	28
Cost of Gasoline per Gallon	\$2.89
Rental Car Cost	\$186.42

Reimbursable Miles on Your Personal Vehicle Associated with Vehicle Pick Up/Return

Total Miles	
Mileage Reimbursement Rate	\$0.470
Reimbursement for Personal Vehicle Mileage	\$0.00

Total Cost For A Rental Vehicle or Maximum Reimbursement Allowed *	\$186.42
---	-----------------

* If personal vehicle is selected for convenience purposes, maximum reimbursement will be no greater than this amount.



Signature

West Virginia Purchasing Division's Vehicle Rental versus Reimbursement Calculator



Input Variables	
Total Miles to be Traveled	240
Total Days in Trip	5
Car Rental Rate (Daily, Weekly)	\$ 31.92
Cost of Gasoline per Gallon	\$ 2.89
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28
Calculated Results	
Own Car Cost	
Mileage	\$ 138.00
Rental Car Cost	
Rental	\$ 159.80
Refueling	\$ 24.77
Total	\$ 184.37

Input Variables here

Which is most cost effective?

WV Gas Prices

Vehicle/Demand Reference Chart					
Hertz Rates					
Vehicle Selection	MPGs	Daily	Weekly	Monthly	
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70	
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20	
Fullsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10	
Luxury (A4, 3-Series, C-Class)	26 MPG	\$79.00	\$434.49	\$1,692.90	
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Medium SUVs (Explorer, Trailblazer)	18 MPG	\$59.00	\$324.52	\$1,264.20	
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Minivans (Caravan, Windstar)	25 MPG	\$54.00	\$324.52	\$1,264.20	
12-Passenger Van (Ford & Chevys)	14 MPG	\$74.00	\$434.49	\$1,692.90	

Enterprise/National Rates

Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$30.09	\$150.45	\$601.80
Intermediate (Cobalt, Corolla)	32 MPG	\$31.92	\$159.60	\$638.40
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Revised August 16, 2012
Updated August 16, 2012

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**STATE OF WEST VIRGINIA
TRAVEL EXPENSE ACCOUNT SETTLEMENT**

Name: Todd Hooker	Title: Manager, National Accounts	FIMS Vendor No: 145411
Address: [REDACTED]		
City/State: [REDACTED]	Headquarters: Charleston	Normal Work Hours: 8:30 a.m. - 5:00 p.m.
Department: WVDO	Division: Business & Industrial Development	Section: Marketing

Purpose of Travel: Attended and participated in the 2015 The Greenbrier Classic.

DATE	TIME	CITY/STATE	MILES	AMOUNT	AIR	CAR RENTAL	MEALS	LODGING	OTHER*	TOTAL
6/28/15	Lv: 1 pm	Charleston Office to White Sulphur Springs	122	\$57.34					\$4.00	\$61.34
6/29/15		White Sulphur Springs								
6/30/15		White Sulphur Springs								
7/1/15		White Sulphur Springs								
7/2/15		White Sulphur Springs								
7/3/15	Rtn: 1 pm	White Sulphur Springs and return	122	\$70.15					\$4.00	\$74.15
			244	\$127.49					\$8.00	\$135.49

AGENCY ACCOUNTING INFORMATION						Less Cash Advance (WVFIMS ID#) _____
Fund	Area	Org	Object	Sub Obj	Amount	<input checked="" type="checkbox"/> Due Employee <input type="checkbox"/> Due State \$135.49
0256						

*OTHER EXPENSES		
DATE	ITEMS	AMOUNT
6/28/15	Turnpike Tolls	\$4.00
7/3/15	Turnpike Tolls	\$4.00

EXPENSES DIRECT BILLED TO THE STATE	
DATE	ITEM AND VENDOR

I certify that these costs incurred were in connection with my assigned duties, are true, accurate and actual, and do not reflect any costs or expenses reimbursed or to be reimbursed from any other source.

I certify that I have personally examined and approved this Travel Expense Account Settlement. The terms of expense are reasonable and correspond to the assigned duties of the traveler. The terms of expense further meet all State of West Virginia Travel Regulations and are within the budget of this spending unit.

Traveler's Signature

07/06/15

Approval Agency Head/Designee

7/7/15

Date

Approval Supervisor/Department Head Date

West Virginia Development Office
Cost Comparison for Using a Personal Vehicle Versus a Rental Vehicle

A Blue Box Indicates You are to Enter Data.

By placing an "X" in the box to the right, I certify that a WVDO fleet vehicle is not available for use during this trip, making it necessary to determine appropriate transportation arrangements.

X

Name	Todd Hooker
Date(s) of Travel	6/28-30/15

Basic Trip Information

Total Miles to be Traveled	122
Mileage Reimbursement Rate	\$0.470
Total Mileage Calculation	\$57.34

Rental Vehicle Information

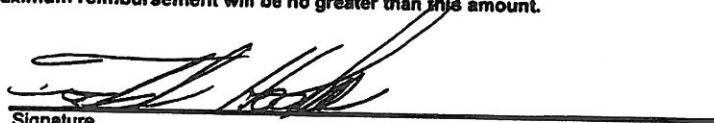
Total Days of Trip	3
Car Rental Cost (Daily, Weekly)	\$32.33
Rental Car Gas Mileage (MPG)	28
Cost of Gasoline per Gallon	\$2.69
Rental Car Cost	\$108.71

Reimbursable Miles on Your Personal Vehicle Associated with Vehicle Pick Up/Return

Total Miles	
Mileage Reimbursement Rate	\$0.470
Reimbursement for Personal Vehicle Mileage	\$0.00

Total Cost For A Rental Vehicle or Maximum Reimbursement Allowed *	\$108.71
---	-----------------

* If personal vehicle is selected for convenience purposes, maximum reimbursement will be no greater than this amount.



Signature

West Virginia Purchasing Division's Vehicle Rental versus Reimbursement Calculator



7-1-3/15

INPUT Variables	
Total Miles to be Traveled	122
Total Days in Trip	3
Car Rental Rate (Daily, Weekly)	\$ 31.92
Cost of Gasoline per Gallon	\$ 2.69
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28
Own Car Cost	
Mileage	\$ 70.15
Rental Car Cost	
Rental	\$ 95.76
Refueling	\$ 11.72
Total	\$ 107.48

Input variables
here

Which is
most cost
effective?

Hertz Rates					
Vehicle Selection	MPGs	Daily	Weekly	Monthly	
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70	
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20	
Fullsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10	
Luxury (A4, 3-Series, C-Class)	26 MPG	\$79.00	\$434.49	\$1,692.90	
Hybrid (Prius, Accord)	40 MPG	\$39.00	\$269.50	\$1,050.00	
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$59.00	\$324.52	\$1,264.20	
Large SUVs (Suburban, Tahoe)	16 MPG	\$79.00	\$434.49	\$1,692.90	
Small Pick-Up (Ranger, Dakota)	20 MPG	\$79.00	\$434.49	\$1,692.90	
Trucks (Silverado, F-150)	18 MPG	\$99.00	\$544.53	\$2,121.30	
Minivans (Caravan, Windstar)	25 MPG	\$54.00	\$324.52	\$1,264.20	
12-Passenger Van (Ford & Chevys)	14 MPG	\$74.00	\$434.49	\$1,692.90	

Enterprise/National Rates					
Vehicle Selection	MPGs	Daily	Weekly	Monthly	
Compacts (Neon, Aveo, Echo)	35 MPG	\$30.09	\$150.45	\$601.80	
Intermediate (Cobalt, Corolla)	32 MPG	\$31.92	\$159.60	\$638.40	
Fullsize (Impala, Camry)	28 MPG	\$34.41	\$172.05	\$688.20	
Luxury (A4, 3-Series, C-Class)	26 MPG	\$57.00	\$285.00	\$1,140.00	
Hybrid (Prius, Accord)	40 MPG	\$45.54	\$227.70	\$910.80	
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$50.60	\$253.00	\$1,012.00	
Large SUVs (Suburban, Tahoe)	16 MPG	\$81.36	\$406.80	\$1,627.20	
Small Pick-Up (Ranger, Dakota)	20 MPG	\$47.00	\$235.00	\$940.00	
Trucks (Silverado, F-150)	18 MPG	\$51.00	\$255.00	\$1,020.00	
Minivans (Caravan, Windstar)	25 MPG	\$51.65	\$258.25	\$1,033.00	
12-Passenger Van (Ford & Chevys)	14 MPG	\$97.00	\$485.00	\$1,940.00	

Terms of use: The purpose of the Mileage Calculator is to facilitate comparison and discussion. It is not a verified decision-support system and may not always yield accurate results.

Revised August 16, 2012
Updated August 16, 2012

** There may be additional costs associated with car rentals that could affect your decision. For a list of these costs and their conditions, please refer to the most recent version of the CRENTEL statewide contract, located on the West Virginia Purchasing Division's website.



STATE OF WEST VIRGINIA
TRAVEL EXPENSE ACCOUNT SETTLEMENT

Name: Kristopher Hopkins		Title: Director, Business & Industrial Development	FIMS Vendor No: 122917
Address: [REDACTED]			
City/State: [REDACTED]		Headquarters: Charleston	Normal Work Hours: 8:30 a.m. – 5 p.m.
Department: WVDO	Division: Business & Industrial Development	Section:	
Purpose of Travel: Attended and participated in the 2015 The Greenbrier Classic.			

DATE	TIME	CITY/STATE	MILES	AMOUNT	AIR	CAR RENTAL	MEALS	LODGING	OTHER*	TOTAL
6/28/15	6 am	Milton to White Sulphur Springs	152	\$87.40					\$4.00	\$91.40
6/29/15		White Sulphur Springs								
6/30/15		White Sulphur Springs to Charleston Office	122	\$70.15					\$4.00	\$74.15
7/1/15		Charleston Office to Madison, to Charleston Office to White Sulphur Springs	306	\$175.95					\$4.00	\$179.95
7/2/15		White Sulphur Springs								
7/3/15		White Sulphur Springs								
7/4/15		White Sulphur Springs								
7/5/15		White Sulphur Springs								
7/6/15	Rtn: 5 pm	White Sulphur Springs and return	122	\$70.15					\$4.00	\$74.15
TOTAL			702	\$403.65					\$16.00	\$419.65

AGENCY ACCOUNTING INFORMATION						Less Cash Advance (WVFIMS ID# <input type="text"/>)
Fund	Area	Org	Object	Sub Obj	Amount	<input checked="" type="checkbox"/> Due Employee <input type="checkbox"/> Due State \$419.65
0256						Traveler must attach copies of direct billed receipts or invoices, i.e., airline, registration, lodging, etc.

*OTHER EXPENSES		
DATE	ITEMS	AMOUNT
6/28/15	Turnpike Tolls	\$4.00
6/30/15	Turnpike Tolls	\$4.00
7/1/15	Turnpike Tolls	\$4.00
7/6/15	Turnpike Tolls	\$4.00

EXPENSES DIRECT BILLED TO THE STATE	
DATE	ITEM AND VENDOR
	(Mileage Calculator Forms Attached)

I certify that these costs incurred were in connection with my assigned duties, are true, accurate and actual, and do not reflect any costs or expenses reimbursed or to be reimbursed from any other source.

I certify that I have personally examined and approved this Travel Expense Account Settlement. The terms of expense are reasonable and correspond to the assigned duties of the traveler. The terms of expense further meet all State of West Virginia Travel Regulations and are within the budget of this spending unit.

Traveler's Signature
7/14/15
Date Approval Agency Head/Designee
7/15/15
Date

Name: Kris Hopkins

Date: 6/28-30/2015

West Virginia Purchasing Division's Vehicle Rental versus Reimbursement Calculator



Input Variables	
Total Miles to be Traveled	274
Total Days in Trip	3
Car Rental Rate (Daily, Weekly)	\$ 50.60
Cost of Gasoline per Gallon	\$ 3.69
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	18
Car Rental Expenses	
Own Car Cost	\$ 157.55
Mileage	
Rental Car Cost	\$ 151.80
Rental Refueling	\$ 56.17
Total	\$ 207.97

Input variables
here

Which is
most cost
effective?

Vehicle Selection		Hertz Rates			MPGs			Daily			Weekly			Monthly		
Compacts (Neon, Aveo, Echo)		35 MPG	\$27.00	\$148.40	\$578.70											
Intermediate (Cobalt, Corolla)		32 MPG	\$31.00	\$170.52	\$664.20											
Fullsize (Impala, Camry)		28 MPG	\$33.00	\$181.51	\$707.10											
Luxury (A4, 3-Series, C-Class)		26 MPG	\$79.00	\$434.49	\$1,692.90											
Hybrid (Prius, Accord)		40 MPG	\$39.00	\$269.50	\$1,050.00											
Medium SUVs (Explorer, Trailblazer)		18 MPG	\$59.00	\$324.52	\$1,264.20											
Large SUVs (Suburban, Tahoe)		16 MPG	\$79.00	\$434.49	\$1,692.90											
Small Pick-Up (Ranger, Dakota)		20 MPG	\$79.00	\$434.49	\$1,692.90											
Trucks (Silverado, F-150)		18 MPG	\$99.00	\$544.53	\$2,121.30											
Minivans (Caravan, Windstar)		25 MPG	\$54.00	\$324.52	\$1,264.20											
12-Passenger Van (Ford & Chevys)		14 MPG	\$74.00	\$434.49	\$1,692.90											
Enterprise/National Rates		MPGs			Daily			Weekly			Monthly					
Compacts (Neon, Aveo, Echo)		35 MPG	\$30.09	\$150.45	\$601.80											
Intermediate (Cobalt, Corolla)		32 MPG	\$31.92	\$159.60	\$638.40											
Fullsize (Impala, Camry)		28 MPG	\$34.41	\$172.05	\$688.20											
Luxury (A4, 3-Series, C-Class)		26 MPG	\$57.00	\$285.00	\$1,140.00											
Hybrid (Prius, Accord)		40 MPG	\$45.54	\$227.70	\$910.80											
Medium SUVs (Explorer, Trailblazer)		18 MPG	\$50.60	\$253.00	\$1,012.00											
Large SUVs (Suburban, Tahoe)		16 MPG	\$81.36	\$406.80	\$1,627.20											
Small Pick-Up (Ranger, Dakota)		20 MPG	\$47.00	\$235.00	\$940.00											
Trucks (Silverado, F-150)		18 MPG	\$51.00	\$255.00	\$1,020.00											
Minivans (Caravan, Windstar)		25 MPG	\$51.65	\$258.25	\$1,033.00											
12-Passenger Van (Ford & Chevys)		14 MPG	\$97.00	\$485.00	\$1,940.00											

Terms of use: The purpose of the Mileage Calculator is to facilitate comparison and discussion. It is not a verified decision-support system and may not always yield accurate results.

Revised August 16, 2012
Updated August 16, 2012

** There may be additional costs associated with car rentals that could affect your decision. For a list of these costs and their conditions, please refer to the most recent version of the RENTAL statewide contract, located on the West Virginia Purchasing Division's website.

Name: Kris Hopkins

Date: 7/1-6/2015

West Virginia Purchasing Division's Vehicle Rental versus Reimbursement Calculator

Input Variables	
Total Miles to be Traveled	428 ⁶
Total Days in Trip	6
Car Rental Rate (Daily, Weekly)	\$ 31.92
Cost of Gasoline per Gallon	\$ 3.69
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28
CALCULATE RESULTS	
<u>Own Car Cost</u>	\$ 246.10
<u>Rental Car Cost</u>	\$ 191.52
Rental	56.40
Refueling	
Total	\$ 247.92

Vehicle Selection		Hertz Rates		
		MPGs	Daily	Weekly
Compacts (Neon, Aveo, Echo)		35 MPG	\$27.00	\$148.40
Intermediate (Cobalt, Corolla)		32 MPG	\$31.00	\$170.52
Fullsize (Impala, Camry)		28 MPG	\$33.00	\$181.51
Luxury (A4, 3-Series, C-Class)		26 MPG	\$79.00	\$434.49
Hybrid (Prius, Accord)		40 MPG	\$39.00	\$269.50
Medium SUVs (Explorer, Trailblazer)		18 MPG	\$59.00	\$324.52
Large SUVs (Suburban, Tahoe)		16 MPG	\$79.00	\$434.49
Small Pick-Up (Ranger, Dakota)		20 MPG	\$79.00	\$434.49
Trucks (Silverado, F-150)		18 MPG	\$99.00	\$544.53
Minivans (Caravan, Windstar)		25 MPG	\$54.00	\$324.52
12-Passenger Van (Ford & Chevys)		14 MPG	\$74.00	\$434.49

Enterprise/National Rates					
		MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)		35 MPG	\$30.09	\$150.45	\$601.80
Intermediate (Cobalt, Corolla)		32 MPG	\$31.92	\$159.60	\$638.40
Fullsize (Impala, Camry)		28 MPG	\$34.41	\$172.05	\$688.20
Luxury (A4, 3-Series, C-Class)		26 MPG	\$57.00	\$285.00	\$1,140.00
Hybrid (Prius, Accord)		40 MPG	\$45.54	\$227.70	\$910.80
Medium SUVs (Explorer, Trailblazer)		18 MPG	\$50.60	\$253.00	\$1,012.00
Large SUVs (Suburban, Tahoe)		16 MPG	\$81.36	\$406.80	\$1,627.20
Small Pick-Up (Ranger, Dakota)		20 MPG	\$47.00	\$235.00	\$940.00
Trucks (Silverado, F-150)		18 MPG	\$51.00	\$255.00	\$1,020.00
Minivans (Caravan, Windstar)		25 MPG	\$51.65	\$258.25	\$1,033.00
12-Passenger Van (Ford & Chevys)		14 MPG	\$97.00	\$485.00	\$1,940.00



Input variables here

Which is most cost effective?

Terms of use: The purpose of the Mileage Calculator is to facilitate comparison and discussion. It is not a verified decision-support system and may not always yield accurate results.

WV Gas Prices

Revised August 16, 2012
Updated August 16, 2012

** There may be additional costs associated with car rentals that could affect your decision. For a list of these costs and their conditions, please refer to the most recent version of the CRENTAL statewide contract, located on the West Virginia Purchasing Division's website.



STATE OF WEST VIRGINIA
TRAVEL EXPENSE ACCOUNT SETTLEMENT

Name: E. Caitlin Ashley

Title: International Trade Rep

FIMS Vendor No: 153948

City:

Normal Work Hours: 9:00 - 5:30

Headquarters: Charleston

Section:

Department: Commerce

Division: International

Travel Purpose: To meet with exporters and business prospects at The Greenbrier Classic

State Car:		Yes	No	Personal Car:		Yes	x	No			
DATE	TIME	CITY/STATE		MILES	AMOUNT	AIR	CAR RENTAL	M&I	LODGING	OTHER	TOTAL
7/3/15		Chas -White Siph Spgs		121	* 45.96			0.00	0.00	4.00	49.96
7/4/15		Wht Siph Spgs-Chas		121	* 45.96			0.00	0.00	4.00	49.96
7/31/15		Charleston Area								35.99	35.99
					91.92					43.99	135.91
Less Cash Advance (WVFIMS ID#:											
Amount Due To: _____ Employee _____ State _____ 135.91											

AGENCY ACCOUNTING INFORMATION					
TYPE	ORG	ACT	OBJ	SUPER	AMOUNT

*WVDO Mileage Chart Applied

Note: No charge for meals or lodging

Traveler must attach copies of direct billed receipts or invoices,
i.e., airline, registration, lodging, etc.

OTHER EXPENSES		
DATE	ITEMS	AMOUNT
7/3/15	Turnpike Tolls (No Receipt)	4.00
7/4/2015	Turnpike Tolls (No Receipt)	4.00
7/31/15	Lunch - Export Mtg	35.99

EXPENSES DIRECT BILLED TO THE STATE		
DATE	ITEM AND VENDOR	AMOUNT

I certify that these costs incurred were in connection with my assigned duties, are true, accurate and actual, and do not reflect any costs or expenses reimbursed or to be reimbursed from any other source.

Traveler's Signature

Date 8-3-15

I certify that I have personally examined and approved the Travel Expense Account Settlement. The terms of expenses are reasonable and correspond to the assigned duties of the traveler. The terms of expense further meet all State of West Virginia Travel Regulations and are within the budget of this spending unit.

Approval Agency Head/Designee

8/6/15

Date

Date 8/4/15

Approval Supervisor/Agency Head

West Virginia Purchasing Division's Vehicle Rental versus Reimbursement Calculator



Input Variables		Calculated Results	
Total Miles to be Traveled	121	Own Car Cost*	\$ 83.37
Total Days in Trip	1	Mileage	\$ 31.92
Car Rental Rate (Daily, Weekly)	\$ 3.25	Rental Car Cost†	\$ 14.04
Cost of Gasoline per Gallon	\$ 0.575	Rental	\$ 31.92
Mileage Reimbursement Rate	\$ 28	Refueling	\$ 14.04
Rental Car Gas Mileage (MPG)		Total	\$ 45.96

Input variables here

Which is most cost effective?

Vehicle Selection		Hertz Rates			Enterprise/National Rates				
		MPGs	Daily	Weekly	Monthly	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)		35 MPG	\$27.00	\$148.40	\$578.70	Compacts (Neon, Aveo, Echo)	\$30.09	\$150.45	\$601.80
Intermediate (Cobalt, Corolla)		32 MPG	\$31.00	\$170.52	\$664.20	Intermediate (Cobalt, Corolla)	\$31.92	\$159.60	\$638.40
Fullsize (Impala, Camry)		28 MPG	\$33.00	\$181.51	\$707.10	Fullsize (Impala, Camry)	\$34.41	\$172.05	\$688.20
Luxury (A4, 3-Series, C-Class)		26 MPG	\$79.00	\$434.49	\$1,692.90	Luxury (A4, 3-Series, C-Class)	\$45.54	\$227.70	\$910.80
Hybrid (Prius, Accord)		40 MPG	\$39.00	\$269.50	\$1,050.00	Hybrid (Prius, Accord)	\$50.60	\$253.00	\$1,012.00
Medium SUVs (Explorer, Trailblazer)		18 MPG	\$59.00	\$324.52	\$1,264.20	Medium SUVs (Explorer, Trailblazer)	\$81.36	\$406.80	\$1,627.20
Large SUVs (Suburban, Tahoe)		16 MPG	\$79.00	\$434.49	\$1,692.90	Large SUVs (Suburban, Tahoe)	\$20 MPG	\$79.00	\$434.49
Small Pick-Up (Ranger, Dakota)		18 MPG	\$99.00	\$544.53	\$2,121.30	Small Pick-Up (Ranger, Dakota)	\$18 MPG	\$99.00	\$544.53
Trucks (Silverado, F-150)		25 MPG	\$54.00	\$324.52	\$1,264.20	Trucks (Silverado, F-150)	\$14 MPG	\$74.00	\$434.49
Minivans (Caravan, Windstar)						Minivans (Caravan, Windstar)			
12-Passenger Van (Ford & Chevys)						12-Passenger Van (Ford & Chevys)			

Terms of use: The purpose of the Mileage Calculator is to facilitate comparison and discussion. It is not a verified decision-support system and may not always yield accurate results.

Revised August 16, 2012
Updated August 16, 2012

** There may be additional costs associated with car rentals that could affect your decision. For a list of these costs and their conditions, please refer to the most recent version of the CENTRAL statewide contract, located on the West Virginia Purchasing Division's website.

STATE OF WEST VIRGINIA

DEPARTMENT OF ADMINISTRATION
 TRAVEL MANAGEMENT OFFICE
REQUEST FOR HOSPITALITY SERVICE

SPENDING UNIT NAME/ORG # WVDO - International DivisionCONTACT PERSON E. Caitlin AshleyTELEPHONE NUMBER (304) 957-2014FUNCTION SPONSOR International DivisionLOCATION OF FUNCTION Grano - South Charleston, WVDATE(S) OF FUNCTION 7/31/15**ESTIMATED EXPENSES**

FOOD AND BEVERAGE	\$ <u>35.99</u>
MEETING ROOM	\$ _____
EQUIPMENT RENTAL	\$ _____
LODGING	\$ _____
OTHER/	\$ _____
OTHER/	\$ _____
TOTAL	\$ <u>35.99</u>

PURPOSE/JUSTIFICATION OF FUNCTION:

Lunch meeting with Greg Pendergrass, Precision Samplers to discuss export business with WVDO.

FUNCTION ATTENDEES (Must list individual names unless for a group of 20 or more. A list of attendees for groups of 20 or more must accompany the form):

Greg Pendergrass, Precision Samplers; and E. Caitlin Ashley (employee)

AGENCY AUTHORIZATION FOR THE ABOVE FUNCTIONBy: E. Caitlin Ashley

FUNCTION REPRESENTATIVE'S SIGNATURE

By: Greg Pendergrass

AGENCY HEAD / DESIGNEE SIGNATURE

8-3-15

DATE

8/4/15

DATE

Lunch w/ Greg
Penstegras
Precision Samplers

grand
228 7th ave.
So. Charleston, West Virginia 25303
(304) 205-5896

Server: Ammar	Station: #
Order Number: 30917	
Dining Room - coffee 1	
greek salad	\$12.00
> Add Chicken \$3.95	
greek salad	\$12.00
> Add Lamb \$3.95	
ice tea	\$2.00
SUB TOTAL:	\$16.00
Tax 1.6%	\$0.26
TOTAL PRICE:	\$16.26
7/31/2015 11:46 AM	6.00
	35.99

Thank You
please if you like to receive messsage,
promotion offers,
PROVIDE US WITH YOU EMAIL :-(



**STATE OF WEST VIRGINIA
TRAVEL EXPENSE ACCOUNT SETTLEMENT**

Name: Envbe Diaz	Title: International Export Rep	FIMS Vendor No: 190958								
State: [REDACTED]	Headquarters: Charleston	Normal Work Hours:								
Department: Commerce	Division: International	Section:								
Travel Purpose: To meet with exporters and business prospects at The Greenbrier Classic										
State Car: Yes	No	Personal Car: Yes		No						
DATE	TIME	CITY/STATE	MILES	AMOUNT	AIR	CAR RENTAL	M&I	LODGING	OTHER	TOTAL
7/3/15	8:00 a	Chas-Wht Slphr Spgs	121	* 45.96					4.00	49.96
7/4/15		Wht Slphr Spgs-Chas	121	* 45.96						45.96
TOTALS		242	91.92	0.00	0.00	0.00	0.00	4.00		95.92
			Less Cash Advance	(WVFIMS ID#:)					
			Amount Due To:	Employee				State	95.92	

AGENCY ACCOUNTING INFORMATION						
FUND	ORG	ACT	OBJ	SUB-OBJ	AMOUNT	

*WVDO Mileage Calculator Applied

Amount Due To:		Employee		State	95.92
----------------	--	----------	--	-------	-------

Amount Due To:		Employee		State	95.92
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**Traveler must attach copies of direct billed receipts or invoices,
i.e., airline, registration, lodging, etc.**

OTHER EXPENSES		
DATE	ITEMS	AMOUNT
7/3/15	Turnpike Tolls (no receipt)	4.00

I certify that these costs incurred were in connection with my assigned duties, are true, accurate and actual, and do not reflect any costs or expenses reimbursed or to be reimbursed from any other source.

I certify that I have personally examined and approved the Travel Expense Account Settlement. The terms of expenses are reasonable and correspond to the assigned duties of the traveler. The terms of expense further meet all State of West Virginia Travel Regulations and are within the budget of this spending unit.

Traveler's Signature

Data

244

R-A

Approval Supervisor/Agency/Title

17

West Virginia Purchasing Division's Vehicle Rental versus Reimbursement Calculator



Input Variables	
Total Miles to be Traveled	121
Total Days in Trip	1
Car Rental Rate (Daily, W/weekly)	\$ 31.92
Cost of Gasoline per Gallon	\$ 3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28
Calculated Results	
Own Car Cost	
Mileage	\$ 83.37
Rental Car Cost	
Rental	\$ 31.92
Refueling	\$ 14.04
Total	\$ 45.96

Input variables here

Which is most cost effective?

WV Gas Prices

Terms of use: The purpose of the Mileage Calculator is to facilitate comparison and discussion. It is not a verified decision-support system and may not always yield accurate results.

Revised August 16, 2012
Updated August 16, 2012

** There may be additional costs associated with car rentals that could affect your decision. For a list of these costs and their conditions, please refer to the most recent version of the CRENTAL statewide contract, located on the West Virginia Purchasing Division's website.

Vehicle Data Reference Chart					
Hertz Rates					
Vehicle Selection	MPGs	Daily	Weekly	Monthly	
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70	
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20	
Fullsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10	
Luxury (A4, 3-Series, C-Class)	26 MPG	\$79.00	\$434.49	\$1,692.90	
Hybrid (Prius, Accord)	40 MPG	\$39.00	\$269.50	\$1,050.00	
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$59.00	\$324.52	\$1,264.20	
Large SUVs (Suburban, Tahoe)	16 MPG	\$79.00	\$434.49	\$1,692.90	
Small Pick-Up (Ranger, Dakota)	20 MPG	\$79.00	\$434.49	\$1,692.90	
Trucks (Silverado, F-150)	18 MPG	\$99.00	\$544.53	\$2,121.30	
Minivans (Caravan, Windstar)	25 MPG	\$54.00	\$324.52	\$1,264.20	
12-Passenger Van (Ford & Chevys)	14 MPG	\$74.00	\$434.49	\$1,692.90	

Enterprise/National Rates					
Vehicle Selection	MPGs	Daily	Weekly	Monthly	
Compacts (Neon, Aveo, Echo)	35 MPG	\$30.09	\$150.45	\$601.80	
Intermediate (Cobalt, Corolla)	32 MPG	\$31.92	\$159.60	\$638.40	
Fullsize (Impala, Camry)	28 MPG	\$34.41	\$172.05	\$688.20	
Luxury (A4, 3-Series, C-Class)	26 MPG	\$57.00	\$285.00	\$1,140.00	
Hybrid (Prius, Accord)	40 MPG	\$45.54	\$227.70	\$910.80	
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$50.60	\$253.00	\$1,012.00	
Large SUVs (Suburban, Tahoe)	16 MPG	\$81.36	\$406.80	\$1,627.20	
Small Pick-Up (Ranger, Dakota)	20 MPG	\$47.00	\$235.00	\$940.00	
Trucks (Silverado, F-150)	18 MPG	\$51.00	\$255.00	\$1,020.00	
Minivans (Caravan, Windstar)	25 MPG	\$51.65	\$258.25	\$1,033.00	
12-Passenger Van (Ford & Chevys)	14 MPG	\$97.00	\$485.00	\$1,940.00	

West Virginia Purchasing Division's Vehicle Rental versus Reimbursement Calculator



INPUT		RESULTS	
Total Miles to be Traveled	242		
Total Days in Trip	6		
Car Rental Rate (Daily, Weekly)	\$ 31.92		
Cost of Gasoline per Gallon	3.25		
Mileage Reimbursement Rate	\$ 0.575		
Rental Car Gas Mileage (MPG)	28		
Own Car Cost	\$ 139.15		
Mileage			
Rental Car Cost	\$ 191.52		
Rental Refueling	28.09		
Total	\$ 219.61		

Input variables here

Which is most cost effective?

Vehicle Selection		Hertz Rates		
		MPGs	Daily	Weekly
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20
Fullsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10
Luxury (A4, 3-Series, C-Class)	26 MPG	\$79.00	\$434.49	\$1,692.90
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Enterprise/National Rates					
		MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$30.09	\$150.45	\$601.80	
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Small Pick-Up (Ranger, Dakota)	20 MPG	\$47.00	\$235.00	\$940.00	
Trucks (Silverado, F-150)	18 MPG	\$51.00	\$255.00	\$1,020.00	
Minivans (Caravan, Windstar)	25 MPG	\$51.65	\$258.25	\$1,033.00	
12-Passenger Van (Ford & Chevy)	14 MPG	\$97.00	\$485.00	\$1,940.00	

Terms of use: The purpose of the Mileage Calculator is to facilitate comparison and discussion. It is not a verified decision-support system and may not always yield accurate results.

Revised August 16, 2012
Updated August 16, 2012

** There may be additional costs associated with car rentals that could affect your decision. For a list of these costs and their conditions, please refer to the most recent version of the CRENTAL statewide contract, located on the West Virginia Purchasing Division's website.

WEST VIRGINIA TURNPIKE

Barrier C

Lane: 6 Collector: 58217

Mon Jul 06, 2015 16:50:58

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier B

Lane: 5 Collector: 52201

Mon Jul 06, 2015 16:26:36

Class: 1

Toll paid: \$ 2.00



STATE OF WEST VIRGINIA
TRAVEL EXPENSE ACCOUNT SETTLEMENT

Name: Angela Mascia		Title: Project Manager-Europe		FIMS Vendor No: 155781						
Address:										
State: [REDACTED]		Headquarters: Charleston		Normal Work Hours:						
Department: Commerce		Division:		Section:						
Travel Purpose: To meet with confidential client during Greenbrier Classic for 2015.										
State Car: Yes		No	Personal Car:		Yes		No			
DATE	TIME	CITY/STATE	MILES	AMOUNT	AIR	CAR RENTAL	M&I	LODGING	OTHER	TOTAL
7/2/15		Charleston Area		0.00	*					0.00
7/3/15		Charleston Area		0.00						0.00
7/4/15		Charleston - White Sulphur Springs	0.00						4.00	4.00
7/5/15		White Sulphur Springs	0.00							0.00
7/6/15		White Sulphur Springs-Charleston	0.00						41.67	41.67
				0.00						0.00
				0.00						0.00
				0.00						0.00
				0.00						0.00
				0.00						0.00
				0.00						0.00
			TOTALS	0	0.00	0.00	0.00	0.00	45.67	45.67
Less Cash Advance (WVFIMS ID#:)		
Amount Due To: <input checked="" type="checkbox"/> Employee <input type="checkbox"/> State								45.67		

AGENCY ACCOUNTING INFORMATION					
REFUND	ORG	ACT	OBJ	SUB	OBJ AMOUNT

Traveler must attach copies of direct billed receipts or invoices, i.e., airline, registration, lodging, etc.

OTHER EXPENSES		
DATE	ITEMS	AMOUNT
7/4/15	Turnpike Tolls	4.00
7/6/15	Gasoline - Rental Car	37.67
7/6/15	Turnpike Tolls	4.00

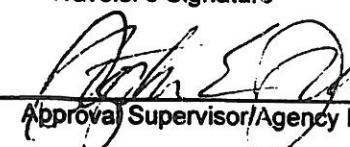
EXPENSES DIRECT BILLED TO THE STATE		
DATE	ITEM AND VENDOR	AMOUNT
7/3/15	Rental Car charged to Agency Ghost Acct	137.64

I certify that these costs incurred were in connection with my assigned duties, are true, accurate and actual, and do not reflect any costs or expenses reimbursed or to be reimbursed from any other source.

I certify that I have personally examined and approved the Travel Expense Account Settlement. The terms of expenses are reasonable and correspond to the assigned duties of the traveler. The terms of expense further meet all State of West Virginia Travel Regulations and are within the budget of this spending unit.


Traveler's Signature
7/7/15 Date


Approval Agency Head/Designee
7/10/15 Date


Approval Supervisor/Agency Head
7/9/15 Date

EAN HOLDINGS, LLC, 1115 SMITH STREET, CHARLESTON, WV 253011313 (304) 344-2600

RENTAL AGREEMENT REF# 493985		SUMMARY OF CHARGES					
1M3TB8							
RENTER MASCIA, ANGELA		Charge Description					
		TIME & DISTANCE	Date 07/02 - 07/06	Quantity 4	Per DAY	Rate \$34.41	Total \$137.64
		REFUELING CHARGE	07/02 - 07/06				\$0.00
		Subtotal:					
		\$137.64					
DATE & TIME OUT 07/02/2015 04:55 PM		Adjustments					
DATE & TIME IN 07/06/2015 04:13 PM		0550 - DR ADVERTISING					(\$3.40)
BILLING CYCLE 24-HOUR		Taxes & Surcharges					
		VEHICLE LICENSE COST	07/02 - 07/06	4	DAY	\$0.85	\$3.40
		RECOVERY FEE					
		Total Charges:					
		\$137.64					
VEH #1 2015 TOYO CAMR SE		BILL-To / Deposits					
VIN# 4T1BF1FK9FU955883		S]TATE OF WV DVLPMT OFF					
LIC# 6YV871		TIME & DISTANCE	07/02 - 07/06	4	DAY		
MILES 276		REFUELING CHARGE	07/02 - 07/06				
DRIVEN		VEHICLE LICENSE COST	07/02 - 07/06	4	DAY		
		RECOVERY FEE					
		ADJUSTMENT		1	RENTAL		(\$3.40)
		Subtotal:					
		(\$137.64)					
BILL TO ACCOUNT		Total Amount Due					
S]TATE OF WV DVLPMT OFF		\$0.00					
ATTN: 6836							
DEVELOPMENT OFFICE							
CHARLESTON, WV 25305							
		PAYMENT INFORMATION					
		AMOUNT PAID	TYPE				
		\$137.64	Mastercard				

**WELCOME TO
OUR STORE**
00009481185

DUPLICATE OUTDOOR RECEIPT

DATE 07/06/15 16:00
PUMP # 04
PRODUCT: REG
GALLONS: 12.995
PRICE/G: \$ 2.899
FUEL SALE \$ 37.67

[REDACTED]
Auth #: 154682
Ref: B2640026
Resp Code: 000
Term ID: 00004
Sian: 000251516

SITE ID: 9481185

Earn rebates
with BP Visa
Take application
and Apply Today

THANKS, COME AGAIN

WEST VIRGINIA TURNPIKE

Barrier C

Lane: 3 Collector: 58091

Sat Jul 04, 2015 14:38:07

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier B

Lane: 9 Collector: 55276

Sat Jul 04, 2015 15:01:58

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier B

Lane: 1 Collector: 52271

Mon Jul 06, 2015 12:41:35

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier C

Lane: 10 Collector: 58298

Mon Jul 06, 2015 13:07:25

Class: 1

Toll paid: \$ 2.00



STATE OF WEST VIRGINIA
TRAVEL EXPENSE ACCOUNT SETTLEMENT

Name: Stephen Spangler		Title: Director		FIMS Vendor No: 128255							
Address:											
State: [REDACTED]		Headquarters: Charleston		Normal Work Hours: 8:30 a - 5:30 p							
Department: Commerce		Division:		Section:							
Travel Purpose: Meetings with investment prospects and exporters at The Greenbrier Classic											
State Car: Yes		No	Personal Car:		Yes	x	No				
DATE	TIME	CITY/STATE	MILES	AMOUNT	AIR	CAR RENTAL	MIL	LODGING	OTHERS	TOTAL	
6/28/15		Charleston -	119	*	45.73		**	**		4.00	49.73
		White Sulphur Spgs									
6/29/15		White Sulphur Spgs -	119	*	45.73		**			4.00	49.73
		Charleston									
7/1/15		Chas-Wht Sphr Spgs-	145	*	48.75		**	**		4.00	52.75
		Lewisburg Area									
7/2/15		Wht Sphr Sprgs-Chas	119	*	45.73		**			4.00	49.73
7/3/15		Chas-Wht Sphr Spgs	119	*	45.73		**	**		4.00	49.73
7/4/15		Wht Sphr Sprg					**	**		4.00	49.73
7/5/15		Wht Sphr Spgs-Chas					**	**			
7/6/15		Wht Sphr Spgs-Chas	119	*	45.73					4.00	49.73
TOTALS			740		277.40	0.00	0.00	0.00	0.00	24.00	301.40
Less Cash Advance (WVFIMS ID#:)			
Amount Due To: [REDACTED] Employee [REDACTED] State								301.40			

AGENCY ACCOUNTING INFORMATION				
FUND	ORG	ACT	OBJ	SUB CNTY

* WVDO Mileage Chart Applied
** Meals and Lodging placed on Ghost Account

Traveler must attach copies of direct billed receipts or invoices, i.e., airline, registration, lodging, etc.

OTHER EXPENSES		
DATE	ITEMS	AMOUNT
6/28/15	Turnpike Tolls	4.00
6/29/15	Turnpike Tolls	4.00
7/1/15	Turnpike Tolls	4.00
7/2/15	Turnpike Tolls	4.00
7/3/15	Turnpike Tolls	4.00
7/6/15	Turnpike Tolls	4.00

I certify that these costs incurred were in connection with my assigned duties, are true, accurate and actual, and do not reflect any costs or expenses reimbursed or to be reimbursed from any other source.

Traveler's Signature

Date

EXPENSES DIRECT BILLED TO THE STATE		
DATE	ITEM AND VENDOR	AMOUNT

I certify that I have personally examined and approved the Travel Expense Account Settlement. The terms of expenses are reasonable and correspond to the assigned duties of the traveler. The terms of expense further meet all State of West Virginia Travel Regulations and are within the budget of this spending unit.

Approval Agency Head/Designee

Signature

Date

Approval Supervisor/Agency Head

Date

West Virginia Purchasing Division's Vehicle Rental versus Reimbursement Calculator



Total Miles to be Traveled	145
Total Days in Trip	1
Car Rental Rate (Daily, Weekly)	\$ 31.92
Cost of Gasoline per Gallon	\$ 3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28
<u>Own Car Cost</u>	
Mileage	\$ 83.37
<u>Rental Car Costs:</u>	
Rental	\$ 31.92
Refueling	\$ 16.83
Total	\$ 48.75

Input variables here

Which is most cost effective?

Hertz Rates

Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20
Fullsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10
Luxury (A4, 3-Series, C-Class)	26 MPG	\$79.00	\$434.49	\$1,692.90
Hybrid (Prius, Accord)	40 MPG	\$39.00	\$269.50	\$1,050.00
Medium SUVs (Explorer, Trailblazer)	18 MPG	\$59.00	\$324.52	\$1,264.20
Large SUVs (Suburban, Tahoe)	16 MPG	\$79.00	\$434.49	\$1,692.90
Small Pick-Up (Ranger, Dakota)	20 MPG	\$79.00	\$434.49	\$1,692.90
Trucks (Silverado, F-150)	18 MPG	\$99.00	\$544.53	\$2,121.30
Minivans (Caravan, Windstar)	25 MPG	\$54.00	\$324.52	\$1,264.20
12-Passenger Van (Ford & Chevys)	14 MPG	\$74.00	\$434.49	\$1,692.90

Enterprise/National Rates

Vehicle Selection	MPGs	Daily	Weekly	Monthly
Compacts (Neon, Aveo, Echo)	35 MPG	\$30.09	\$150.45	\$601.80
Intermediate (Cobalt, Corolla)	32 MPG	\$31.92	\$159.60	\$638.40
Fullsize (Impala, Camry)	28 MPG	\$34.41	\$172.05	\$688.20
Luxury (A4, 3-Series, C-Class)	26 MPG	\$57.00	\$285.00	\$1,140.00
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12-Passenger Van (Ford & Chevys)	14 MPG	\$97.00	\$485.00	\$1,940.00

WV Gas Prices

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Revised August 16, 2012
Updated August 16, 2012

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West Virginia Purchasing Division's

Vehicle Rental versus Reimbursement Calculator



Total Miles to be Traveled:	119
Total Days in Trip	1
Car Rental Rate (Daily, Weekly)	\$ 31.92
Cost of Gasoline per Gallon	\$ 3.25
Mileage Reimbursement Rate	\$ 0.575
Rental Car Gas Mileage (MPG)	28
Own Car Cost	
Mileage	\$ 68.42
Rental Car Cost:	
Rental	\$ 31.92
Refueling	\$ 13.81
Total	\$ 45.73

Input variables here

Which is most cost effective?

WV Gas Prices

Hertz Rates					
Vehicle Selection	MPGs	Daily	Weekly	Monthly	
Compacts (Neon, Aveo, Echo)	35 MPG	\$27.00	\$148.40	\$578.70	
Intermediate (Cobalt, Corolla)	32 MPG	\$31.00	\$170.52	\$664.20	
Fullsize (Impala, Camry)	28 MPG	\$33.00	\$181.51	\$707.10	
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Enterprise/National Rates

Enterprise/National Rates					
Vehicle Selection	MPGs	Daily	Weekly	Monthly	
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Large SUVs (Suburban, Tahoe)	16 MPG	\$81.36	\$406.80	\$1,627.20	
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12-Passenger Van (Ford & Chevys)	14 MPG	\$97.00	\$485.00	\$1,940.00	

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Revised August 16, 2012
Updated August 16, 2012

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WEST VIRGINIA TURNPIKE

Barrier C

Lane: 5 Collector: 58189

Sun Jun 28, 2015 15:53:46

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier B

Lane: 7 Collector: 55254

Sun Jun 28, 2015 16:17:52

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier B

Lane: 5 Collector: 52271

Mon Jun 29, 2015 09:44:27

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier C

Lane: 7 Collector: 58090

Mon Jun 29, 2015 10:19:08

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier C

Lane: 4 Collector: 55047

Wed Jul 01, 2015 10:03:56

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier B

Lane: 7 Collector: 52271

Wed Jul 01, 2015 10:28:37

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier B

Lane: 4 Collector: 55291

Thu Jul 02, 2015 14:42:18

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier C

Lane: 6 Collector: 58157

Thu Jul 02, 2015 15:18:59

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier C

Lane: 4 Collector: 58098

Fri Jul 03, 2015 07:50:02

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier B

Lane: 7 Collector: 55019

Fri Jul 03, 2015 08:12:57

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier B

Lane: 4 Collector: 55198

Mon Jul 06, 2015 10:32:42

Class: 1

Toll paid: \$ 2.00

WEST VIRGINIA TURNPIKE

Barrier C

Lane: 7 Collector: 58317

Mon Jul 06, 2015 11:06:19

Class: 1

Toll paid: \$ 2.00

Butcher, Loarie H

From: Stinson, Tina L
Sent: Tuesday, July 14, 2015 8:37 PM
To: Bostic, Jane M; Goodwin, Amy S
Cc: Butcher, Loarie H; Smith, Meghan E
Subject: RE: PGA

We also need to loop in the welcome center folks. I'm looping in Meghan to dump into the template.

From: Bostic, Jane M
Sent: Tuesday, July 14, 2015 9:14 AM
To: Goodwin, Amy S
Cc: Butcher, Loarie H; Stinson, Tina L
Subject: PGA

Hey Amy I have the notes you gave me on the PGA for next year I am listing your suggestions and underneath those are mine. Loarie and Tina can add on then I will stick it in Kanban.

I think we agree that [REDACTED] did not give us the ROI we were hoping for. Also we need better communication with items we can and cannot give away, we don't want a repeat of the fan issue

AMY:

- Contest: Guess the number of tees in the jar
- Putting green
- Jr Golfers
- Better give aways
- Handouts

(ok there are a couple of things on this list that I can't read so you may need to fill in the blanks)

Jane

- Staff on the ground handing out invitations to the box
- Have state park donate bottled water to give out in the booth
- Have one staff person at the gate where the buses drop off the folks coming in from the Fair Ground parking to hand out the invite to our booth. The invite should list some of the activities and prizes we are giving away.
- One year the Greenbrier did a scavenger hunt for a meet and great with one of the bands playing, maybe we could do a scavenger hunt for a weekend package to the Greenbrier (working with the Greenbrier of course). If not the Greenbrier then somewhere else
- People love the lanyards, but we need to hand them out at the gate as they come in along with the invite for them to join us at our booth
- Love the TV for the Golf, but could we also have one TV that shows our commercials or some of the videos we have had done. We could do this on a loop so that we don't have to keep hitting replay. (we have our own TV we could take)

Sara McDowell, Executive Director
Big Brothers Big Sisters of So Central WV
Phone: 304.746.7900 Cell: [REDACTED]
Like us on Facebook Follow us on Twitter
Visit us online www.BigLittleWV.org



CELEBRATING
1995 **20** 2015
YEARS OF
MENTORING YOUTH

This e-mail contains PRIVILEGED AND CONFIDENTIAL INFORMATION intended only for the use of the individual(s) named above. If you are not the intended recipient of this e-mail, or the employee or agent responsible for delivering this to the intended recipient, you are hereby notified that any dissemination or copying of this e-mail is strictly prohibited. Failure to comply may result in civil penalties. If you have received this e-mail in error, please immediately notify us by e-mail at sara@BigLittleWV.org.

Ruby, Chelsea A

From: ██████████@childhswv.org>
Sent: Tuesday, June 30, 2015 4:35 PM
To: Anderson, Kristin M
Cc: 'Mary White'; Ruby, Chelsea A; ██████████@childhswv.org; ██████████@childhswv.org
Subject: RE: Greenbrier Classic Tickets

Will do, Kristen. ██████████ is the foster mother and her cell number is ██████████. She and her husband, ██████████ will be at the tournament tomorrow and will stay as long as their little one can make it. Our staff, Amanda Thomas, will be at the office and should you need her for any interaction with the press, please call here at ██████████. She'll need time to get over on the shuttle.

Thanks!

Janet

From: Anderson, Kristin M [mailto:Kristin.M.Anderson@wv.gov]
Sent: Tuesday, June 30, 2015 2:34 PM
To: Janet Richmond
Cc: 'Mary White'; Ruby, Chelsea A; ██████████@childhswv.org; ██████████@childhswv.org
Subject: RE: Greenbrier Classic Tickets

Thanks Janet! No need for everyone to wait on our call, they can come to the tournament and we'll meet here. It's sometimes hard to predict how much media will be available and exactly when they'll be available. Do any of the attendants have a cell phone number I can keep on hand so I can call them tomorrow if we have media interest?

For now, let everyone know that they are free to enjoy the tournament tomorrow and we'll call their cell phones if we need them to meet us for interviews.

Will that work? Thanks again for your help!

Kristin

Kristin M. Anderson
Deputy Director of Marketing & Communications



West Virginia Department of Commerce
90 MacCorkle Avenue, SW
South Charleston, WV 25303
P: 304.957.9363
F: 304.558.5053

From: Janet Richmond [mailto:[\[REDACTED\]@childhswv.org](#)]
Sent: Tuesday, June 30, 2015 2:24 PM
To: Anderson, Kristin M
Cc: 'Mary White'; Ruby, Chelsea A; [\[REDACTED\]@childhswv.org](#); [\[REDACTED\]@childhswv.org](#)
Subject: RE: Greenbrier Classic Tickets

Thanks, Kristen. We have tickets for Wednesday and will utilize those and the shuttles. The best contact number is our office, 304-647-3430. Amanda Thomas is the staff who will attend and [REDACTED] and [REDACTED] our foster/adoptive family will most likely be here awaiting the call.

Thanks!

Janet

From: Anderson, Kristin M [mailto:[Kristin.M.Anderson@wv.gov](#)]
Sent: Tuesday, June 30, 2015 9:29 AM
To: Janet Richmond
Cc: Mary White; Ruby, Chelsea A; [\[REDACTED\]@childhswv.org](#); [\[REDACTED\]@childhswv.org](#)
Subject: Re: Greenbrier Classic Tickets

Janet,

Unfortunately the Greenbrier is really tight with parking so there isn't any VIP parking. We had guests park in general parking yesterday and it did not take much time.

The tickets we gave you are all inclusive of the tickets we have. You'll have to look at the tickets to see which are for golf and which are for the concert. The concert tickets do not include entrance into the golf. Everyone attending on Wednesday will need one of the tickets.

Can you send me the best contact number for the group who will participate in the media interviews tomorrow? I will call them first thing in the morning to arrange a meeting place.

Let me know if you have any questions. For quick reference, my cell phone number is: [REDACTED].

Thanks!
Kristin

On Jun 29, 2015, at 4:52 PM, "Janet Richmond" <[\[REDACTED\]@childhswv.org](#)> wrote:

Also, just confirming that the concert tickets also provide entry for the golf tournament on Wednesday and Friday. And will the foster family and our staff have to have a ticket to get in on Wednesday or will you be meeting them at the gate?

From: Anderson, Kristin M [mailto:[Kristin.M.Anderson@wv.gov](#)]
Sent: Friday, June 26, 2015 3:29 PM
To: Janet Richmond; 'Mary White'

Cc: Ruby, Chelsea A; stuck@childhswv.org; cfreeman@childhswv.org
Subject: RE: Greenbrier Classic Tickets

Thanks Janet! If possible, can you send me the names and contact information for the parent and staff member? I will call them on Wednesday morning to arrange for the media interview. You can also give them my cell: [REDACTED]

Thanks again! Have a great weekend!

Kristin

Kristin M. Anderson
Deputy Director of Marketing & Communications

<image001.jpg>

West Virginia Department of Commerce
90 MacCorkle Avenue, SW
South Charleston, WV 25303
P: 304.957.9363
F: 304.558.5053

From: Janet Richmond [[mailto:\[REDACTED\]@childhswv.org](mailto:[REDACTED]@childhswv.org)]
Sent: Friday, June 26, 2015 1:26 PM
To: Anderson, Kristin M; 'Mary White'
Cc: Ruby, Chelsea A; [\[REDACTED\]@childhswv.org](mailto:[REDACTED]@childhswv.org); [\[REDACTED\]@childhswv.org](mailto:[REDACTED]@childhswv.org)
Subject: RE: Greenbrier Classic Tickets

Thanks so much, Kristen. Brittany Myers from our main office is to come by and pick these up some time today. We have a foster/adoptive parent who can be there Wednesday, along with a staff member. Just let me know that the plans are. Thanks again for everything!!

From: Anderson, Kristin M [<mailto:Kristin.M.Anderson@wv.gov>]
Sent: Friday, June 26, 2015 9:01 AM
To: Janet Richmond; 'Mary White'
Cc: Ruby, Chelsea A; [\[REDACTED\]@childhswv.org](mailto:[REDACTED]@childhswv.org); [\[REDACTED\]@childhswv.org](mailto:[REDACTED]@childhswv.org)
Subject: RE: Greenbrier Classic Tickets

Janet,

I left the tickets at the front desk of our building (90 MacCorkle Avenue, SW, South Charleston, WV 25303). We are in the building directly across from Krispy Kreme in South Charleston. You enter the building right near the flags out front and you'll see the reception desk when you walk in. I had already addressed the envelope, so they are under Mary White's name.

If you have any trouble, give me a call: [REDACTED]

Thanks so much!
Kristin

Kristin M. Anderson

Deputy Director of Marketing & Communications

<image001.jpg>

West Virginia Department of Commerce
90 MacCorkle Avenue, SW
South Charleston, WV 25303
P: 304.957.9363
F: 304.558.5053

From: Janet Richmond [mailto:[\[REDACTED\]@childhswv.org](mailto:[REDACTED]@childhswv.org)]
Sent: Thursday, June 25, 2015 5:44 PM
To: 'Mary White'; Anderson, Kristin M
Cc: Ruby, Chelsea A; [\[REDACTED\]@childhswv.org](mailto:[REDACTED]@childhswv.org); [\[REDACTED\]@childhswv.org](mailto:[REDACTED]@childhswv.org)
Subject: RE: Greenbrier Classic Tickets

Kristin,

We can pick the tickets up tomorrow if I can get some direction on where to go to get them. We have spoken with one of our foster/adoptive families and believe they will be available on Wednesday.

Thank you so much for the tickets! It means so much to our families and children to get to experience this great event every year, when most likely, without the donated tickets, they wouldn't get to.

You can email, call my office at 304-647-3430 or my cell at [REDACTED]

Thanks again!

Janet

From: Mary White [mailto:[\[REDACTED\]@childhswv.org](mailto:[REDACTED]@childhswv.org)]
Sent: Thursday, June 25, 2015 5:16 PM
To: Anderson, Kristin M
Cc: Ruby, Chelsea A; Janet Richmond; [\[REDACTED\]@childhswv.org](mailto:[REDACTED]@childhswv.org); [\[REDACTED\]@childhswv.org](mailto:[REDACTED]@childhswv.org)
Subject: Re: Greenbrier Classic Tickets

Kristin and Chelsea

This is awesome. We do have a family and staff willing to speak with media. Janet Richmond is our Regional Director and she and her staff will work with you to organize the media event. I have also copied Janet to see if she wants to pick up the tickets or make other arrangements. We are thrilled to have so many tickets. Our children, families, volunteers and staff will be so excited.

Please extend our sincere thanks to all for making this happen!!!!

Sincerely
Mary

Sent from my iPhone

On Jun 25, 2015, at 4:52 PM, "Anderson, Kristin M" <Kristin.M.Anderson@wv.gov> wrote:

Mary,

We are so excited to once again partner with Children's Home Society! Below is an outline of the Greenbrier Classic tickets we are providing on each day along with parking information. If possible, please send me the contact information of some representatives who would be willing to speak with the media on Wednesday afternoon (July 1). I will contact those individuals on Wednesday morning to confirm a meeting location for the media interviews. Also, would you like to pick the tickets up tomorrow (Friday) or would you like me to drop them off?

If you have any questions, please do not hesitate to call me on my cell phone.

Thanks so much!

Kristin

GOLF	Children's Home Society
Monday, June 29	16
Tuesday, June 30	14
Wednesday, July 1	14
Saturday, July 4	10
Sunday, July 5	14

CONCERT	Children's Home Society
Wednesday, July 1 (Keith Urban)	10
Friday, July 3 (Blake Shelton)	6

General Parking

TOURNAMENT & CONCERT PARKING: Located at the State Fair of West Virginia. Follow official tournament road signs to the designated parking Lot F.

Shuttle Information for Lot F

Upon arrival at the parking area, a tournament shuttle will pick up and drop off spectators at the Tournament Main Entrance. There is no additional fee for the shuttle. No drop off or walk up traffic is permitted at the Tournament. Shuttles will run continuously throughout the day and will continue for thirty (30) minutes after completion of play each day.

Ruby, Chelsea A

From: Janet Richmond <[REDACTED]@childhswv.org>
Sent: Monday, June 29, 2015 4:41 PM
To: Anderson, Kristin M; 'Mary White'
Cc: Ruby, Chelsea A; [REDACTED]@childhswv.org; [REDACTED]@childhswv.org
Subject: RE: Greenbrier Classic Tickets

Kristen,

Amanda Thomas is the staff and you may reach her at our office, [REDACTED]. We did have questions about parking; last year, there were VIP parking passes included and we were able to use these for our family and staff. What will they do about parking this year? If they travel from the fairgrounds, we would be concerned about timing issues.

Thanks!

Janet

From: Anderson, Kristin M [mailto:Kristin.M.Anderson@wv.gov]
Sent: Friday, June 26, 2015 3:29 PM
To: Janet Richmond; 'Mary White'
Cc: Ruby, Chelsea A; [REDACTED]@childhswv.org; [REDACTED]@childhswv.org
Subject: RE: Greenbrier Classic Tickets

Thanks Janet! If possible, can you send me the names and contact information for the parent and staff member? I will call them on Wednesday morning to arrange for the media interview. You can also give them my cell: [REDACTED]

Thanks again! Have a great weekend!

Kristin

Kristin M. Anderson
Deputy Director of Marketing & Communications



West Virginia Department of Commerce
90 MacCorkle Avenue, SW
South Charleston, WV 25303
P: 304.957.9363
F: 304.558.5053

From: Janet Richmond [mailto:JRichmond@childhswv.org]
Sent: Friday, June 26, 2015 1:26 PM
To: Anderson, Kristin M; 'Mary White'

Cc: Ruby, Chelsea A; [REDACTED]@childhswv.org; [REDACTED]@childhswv.org
Subject: RE: Greenbrier Classic Tickets

Thanks so much, Kristen. Brittany Myers from our main office is to come by and pick these up some time today. We have a foster/adoptive parent who can be there Wednesday, along with a staff member. Just let me know that the plans are. Thanks again for everything!!

From: Anderson, Kristin M [mailto:Kristin.M.Anderson@wv.gov]
Sent: Friday, June 26, 2015 9:01 AM
To: Janet Richmond; 'Mary White'
Cc: Ruby, Chelsea A; [REDACTED]@childhswv.org; [REDACTED]@childhswv.org
Subject: RE: Greenbrier Classic Tickets

Janet,

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If you have any trouble, give me a call [REDACTED]

Thanks so much!
Kristin

Kristin M. Anderson
Deputy Director of Marketing & Communications



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Cc: Ruby, Chelsea A; [REDACTED]@childhswv.org; [REDACTED]@childhswv.org
Subject: RE: Greenbrier Classic Tickets

Kristin,

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Thank you so much for the tickets! It means so much to our families and children to get to experience this great event every year, when most likely, without the donated tickets, they wouldn't get to.

You can email, call my office at 304-647-3430 or my cell at [REDACTED]

Thanks again!

Janet

From: Mary White [<mailto:mwhite@childhswv.org>]
Sent: Thursday, June 25, 2015 5:16 PM
To: Anderson, Kristin M
Cc: Ruby, Chelsea A; Janet Richmond; [REDACTED]@childhswv.org; [REDACTED]@childhswv.org
Subject: Re: Greenbrier Classic Tickets

Kristin and Chelsea

This is awesome. We do have a family and staff willing to speak with media. Janet Richmond is our Regional Director and she and her staff will work with you to organize the media event. I have also copied Janet to see if she wants to pick up the tickets or make other arrangements. We are thrilled to have so many tickets. Our children, families, volunteers and staff will be so excited.

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Sincerely
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Sent from my iPhone

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If you have any questions, please do not hesitate to call me on my cell phone: [REDACTED]

Thanks so much!
Kristin

Ruby, Chelsea A

From: curtis@flyrodchronicles.tv
Sent: Wednesday, June 17, 2015 10:51 PM
To: jacob ott
Cc: Ruby, Chelsea A
Subject: RE: Classic Week Fishing

Chelsea, I told ya...he's the best in the business!

Jacob, I will give you a shout...that Musky keeps me awake at night...and...ALL of the other stupid fish in the water!!!

Best,



Curtis Fleming
Executive Producer/Host
E-mail curtis@flyrodchronicles.tv
Website www.flyrodchronicles.tv



----- Original Message -----

Subject: Re: Classic Week Fishing
From: jacob ott <jacob_ott@greenbrier.com>
Date: Wed, June 17, 2015 9:46 am
To: Curtis Fleming <curtis@flyrodchronicles.tv>
Cc: Chelsea Ruby <chelsea.a.ruby@wv.gov>

Curtis,

Thanks for the kind words. We'll take good care of the Governor and his people. You going to have a day to fish that week? We'll go see if we can beat Rick's fish.

Chelsea

Could you give me a shout when you get a chance and we can get departure times and everything lined up? As for the two questions above. Yes we can provide transport for those outings I just need to know how many people we are looking at. As to cost, we can discuss options for that, usually the state has an account set up with GSC for the event and in the past we have charged to that.

Give me a shout when you can.

Thanks

jacob

On Wed, Jun 17, 2015 at 12:54 AM, <curtis@flyrodchronicles.tv> wrote:

Jacob,

I copied this email to Chelsea Ruby (Director of Marketing and Communications for WV Commerce). Chelsea takes care of scheduling the activities related to us fly fishing with the Governor and the dignitaries. I would be typing until the 4th of July if I attempted to describe Chelsea's other responsibilities. As my girls describes her - Chelsea Rocks!

Chelsea, Jacob is the Director of Outdoor Pursuits with The Greenbrier Sporting Club. Jacob was the "Man" that got the Governor and his son on their first trout on the fly rod two years ago. If you gave me one guide to choose throughout all of our travels, it would be Jacob Ott - hands down.

Jacob, it appears that we will be fishing on the mornings of July, 3, 4 and maybe the 5th. We were not able to get Blake & Miranda this year. As you know, we got the Governor addicted to fly fishing and through these trips our goal is to show some of WV's clients & dignitaries the time of their lives. You totally get it!

Chelsea had some immediate questions that I feel that I started to answer like...

- Will you have Vans, equipment, etc and pick them up at the hotel? Yes
- Does WV bill The Sporting Club? This is business between you two.

I will let Chelsea start asking the questions (that I know you will have the answers for).

Chelsea, please read the email below that describes some additional waters that Jacob has access to, besides Howard's Creek. We can plan a conference call to discuss further or start with a couple of these emails.

Best,



Curtis Fleming
Executive Producer/Host
E-mail curtis@flyrodchronicles.tv
Website www.flyrodchronicles.tv



----- Original Message -----

Subject: Classic Week Fishing
From: jacob ott <jacob_ott@greenbrier.com>
Date: Mon, June 08, 2015 12:45 pm
To: Curtis Fleming <Curtis@flyrodchronicles.tv>

Ruby, Chelsea A

From: wvotter@gmail.com on behalf of jacob ott <jacob_ott@greenbrier.com>
Sent: Wednesday, June 17, 2015 9:47 AM
To: Curtis Fleming
Cc: Ruby, Chelsea A
Subject: Re: Classic Week Fishing

Curtis,

Thanks for the kind words. We'll take good care of the Governor and his people. You going to have a day to fish that week? We'll go see if we can beat Rick's fish.

Chelsea

Could you give me a shout when you get a chance and we can get departure times and everything lined up? As for the two questions above. Yes we can provide transport for those outings I just need to know how many people we are looking at. As to cost, we can discuss options for that, usually the state has an account set up with GSC for the event and in the past we have charged to that.

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Website www.flyrodchronicles.tv



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From: jacob ott <jacob_ott@greenbrier.com>
Date: Mon, June 08, 2015 12:45 pm
To: Curtis Fleming <Curtis@flyrodchronicles.tv>

Curtis,

Do you have any more info on fishing trips during classic week? I've talked with Mrs. Wright (the landowner at The Headwaters) and with Derrick Barr (landowner at Escatawba Farms), both of them have availability for us that week and are happy to work with us. Let me know what days your thinking we might be fishing and if you have tentative numbers, especially for the .gov group that would be great. It'll help me schedule some extra guides if need be. I'm on the water daylight to dark the next three days but I'll be in the office all day on the 17th. Give me a shout when you can.

Thanks
jacob

--

Jacob Ott
Director of Outdoor Pursuits
The Greenbrier Sporting Club
1 Sporting Club Drive
White Sulphur Springs, WV 24986
P: [304.667.8337](tel:304.667.8337)
F: [304.647.6111](tel:304.647.6111)
jacob_ott@greenbrier.com
wvotter@gmail.com

Curtis,

Do you have any more info on fishing trips during classic week? I've talked with Mrs. Wright (the landowner at The Headwaters) and with Derrick Barr (landowner at Escatawba Farms), both of them have availability for us that week and are happy to work with us. Let me know what days your thinking we might be fishing and if you have tentative numbers, especially for the .gov group that would be great. It'll help me schedule some extra guides if need be. I'm on the water daylight to dark the next three days but I'll be in the office all day on the 17th. Give me a shout when you can.

Thanks
jacob

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Jacob Ott
Director of Outdoor Pursuits
The Greenbrier Sporting Club
1 Sporting Club Drive
White Sulphur Springs, WV 24986
P: 304.667.8337
F: 304.647.6111
jacob_ott@greenbrier.com
wvotter@gmail.com

--

Jacob Ott
Director of Outdoor Pursuits
The Greenbrier Sporting Club
1 Sporting Club Drive
White Sulphur Springs, WV 24986
P: 304.667.8337
F: 304.647.6111
jacob_ott@greenbrier.com
wvotter@gmail.com

REP:

Clarifications?

**2015 Greenbrier Classic
CLIENT PROFILE
Overnight Clients Only**

Filled?

Name:

Company:

Address Line 1:

Address Line 2:

City/State/Zip:

Phone:

Cell:

Spouse/Guest

Children , if attending

(Give names, approx. ages):

Arrival Date:

Departure Date:

- Are VIP grounds passes desired by guest on day of departure? (Y/N)

(All overnight guests receive VIP grounds passes for arrival date & each day of stay—guest may not need departure date tickets.)

Special Needs/Requests (e.g., dietary needs, baby's crib, rollaway bed, 2 beds, etc.):

Pro-Am player? (If so, M or W)?

Concert tickets are limited: Please confirm which days and no. of tickets desired for overnight clients:

Wednesday night (July 1) Fairgrounds Concert (Keith Urban & The Band Perry)	No. tickets:
Friday night (July 3) Fairgrounds Concert (Miranda Lambert & Blake Shelton)	No. tickets:
Saturday night Private Concert (60 tickets only) (Act to be named)	No. tickets:

This information is confidential, privileged, and not subject to disclosure under West Virginia Law.

Confidential West Virginia Development Office
2015 Greenbrier Daypass Client Information

Client/Title/Co.

Guest/Spouse

Mailing Address
& Phone

*****These tickets will be mailed out from our office.*****

VIP passes (Skybox 18 and other venue TBD): Includes access to grounds.

<input type="checkbox"/> Monday	Number of Tickets Required: _____
<input type="checkbox"/> Tuesday	Number of Tickets Required: _____
<input type="checkbox"/> Wednesday	Number of Tickets Required: _____
<input type="checkbox"/> Thursday	Number of Tickets Required: _____
<input type="checkbox"/> Friday	Number of Tickets Required: _____
<input type="checkbox"/> Saturday	Number of Tickets Required: _____
<input type="checkbox"/> Sunday	Number of Tickets Required: _____

OR

Grounds passes (no hospitality included): Guests with VIP passes don't also need grounds passes.

<input type="checkbox"/> Monday	Number of Tickets Required: _____
<input type="checkbox"/> Tuesday	Number of Tickets Required: _____
<input type="checkbox"/> Wednesday	Number of Tickets Required: _____
<input type="checkbox"/> Thursday	Number of Tickets Required: _____
<input type="checkbox"/> Friday	Number of Tickets Required: _____
<input type="checkbox"/> Saturday	Number of Tickets Required: _____
<input type="checkbox"/> Sunday	Number of Tickets Required: _____

OTHER NEEDS IN ADDITION TO PASSES (ABOVE):

Parking passes

<input type="checkbox"/> Monday	Number of Tickets Required: _____
<input type="checkbox"/> Tuesday	Number of Tickets Required: _____
<input type="checkbox"/> Wednesday	Number of Tickets Required: _____
<input type="checkbox"/> Thursday	Number of Tickets Required: _____
<input type="checkbox"/> Friday	Number of Tickets Required: _____
<input type="checkbox"/> Saturday	Number of Tickets Required: _____
<input type="checkbox"/> Sunday	Number of Tickets Required: _____

Party Invitations:

<input type="checkbox"/> Monday	Number of Tickets Required: _____ (WV Night – Advocare Building)
<input type="checkbox"/> Thursday	Number of Tickets Required: _____ (WV Night – Prime 44 Patio)

Concert Tickets: These will be general seating or reserved if available (overnight client orders filled first).

<input type="checkbox"/> Wednesday	Number of Tickets Required: _____ (Keith Urban & The Band Perry)
<input type="checkbox"/> Friday	Number of Tickets Required: _____ (Miranda Lambert & Blake Shelton)

Parrish, Paige

From: Gilli, Greg A
Sent: Monday, June 15, 2015 8:14 AM
To: Parrish, Paige
Cc: Keeney, Floyd R; Long, Eddie N
Subject: RE: proof p4-15-2292 sponsor guide

Paige I show that item in Charleston for delivery (if you have not already received it). I have CC Floyd so he can check into it also.

Floyd can you let us know if this has been delivered or when it may be? thank you

Greg Gilli
WV Correctional Industries
112 Northern Regional Correctional Drive
Moundsville, WV 26041
304-843-4079
304-843-4081 fax
Greg.A.Gilli@wv.gov
www.wvcorrectionalindustries.com

From: Parrish, Paige
Sent: Friday, June 12, 2015 2:07 PM
To: Gilli, Greg A
Subject: RE: proof p4-15-2292 sponsor guide

Hi Greg,

Any update on when these might arrive?

Thanks,
Paige

From: Gilli, Greg A
Sent: Wednesday, June 03, 2015 5:04 PM
To: Parrish, Paige
Subject: RE: proof p4-15-2292 sponsor guide

Thank you we will check the shipping address

Greg Gilli
WV Correctional Industries
112 Northern Regional Correctional Drive
Moundsville, WV 26041
304-843-4079
304-843-4081 fax
Greg.A.Gilli@wv.gov
www.wvcorrectionalindustries.com

GOLF	Children's Home Society
Monday, June 29	16
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<image001.jpg>
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90 MacCorkle Avenue, SW
South Charleston, WV 25303
P: 304.957.9363
F: 304.558.5053

Parrish, Paige

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Sent: Wednesday, June 03, 2015 5:04 PM
To: Parrish, Paige
Subject: RE: proof p4-15-2292 sponsor guide

Thank you we will check the shipping address

Greg Gilli
WV Correctional Industries
112 Northern Regional Correctional Drive
Moundsville, WV 26041
304-843-4079
304-843-4081 fax
Greg.A.Gilli@wv.gov
www.wvcorrectionalindustries.com

From: Parrish, Paige
Sent: Wednesday, June 03, 2015 4:44 PM
To: Gilli, Greg A
Subject: RE: proof p4-15-2292 sponsor guide

Greg,

Please address the order to

Paige Parrish
WV Development Office
1900 Kanawha Boulevard, East
Building 6, Room 553
Charleston, WV 25305

(Last year, there was a little bit of confusion – I think it had been addressed to Room 350 by mistake.)

Thanks,
Paige

From: Gilli, Greg A
Sent: Wednesday, June 03, 2015 4:12 PM
To: Parrish, Paige
Subject: RE: proof p4-15-2292 sponsor guide

Thank you

Greg Gilli
WV Correctional Industries
112 Northern Regional Correctional Drive
Moundsville, WV 26041
304-843-4079

304-843-4081 fax

Greg.A.Gilli@wv.gov

www.wvcorrectionalindustries.com

From: Parrish, Paige
Sent: Wednesday, June 03, 2015 4:04 PM
To: Gilli, Greg A
Cc: Whitehead, Robert A; Burge, Shirley A
Subject: RE: proof p4-15-2292 sponsor guide

Greg,

Please proceed with printing 50 copies.

Presentation Paper
64-page document
Single-sided
3-hole punched

Thank you very much,
Paige

Paige
Paige Parrish,
Assistant to the Director
Ph. 304-558-2234
E-mail: paige.m.parrish@wv.gov

Mary Jo Thompson, Director
Community Development Division
WV Development Office
1900 Kanawha Boulevard, E.
Building 6, Room 553
Charleston, WV 25305
Ph. 304-558-2234
E-mail: mary.jo.thompson@wv.gov
Fax: 304-558-3248

From: Gilli, Greg A
Sent: Wednesday, June 03, 2015 3:38 PM
To: Parrish, Paige
Subject: proof p4-15-2292 sponsor guide

Please review this proof carefully, then reply to me with any corrections, or the approval to print.

Please CC Bob @ Robert.A.Whitehead@wv.gov and Shirley @ Shirley.A.Burge@wv.gov

Greg Gilli

WV Correctional Industries

112 Northern Regional Correctional Drive

Moundsville, WV 26041

304-843-4079

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